

## Message

**From:** Basica, LJ D. EOP/WHO [ (b) (6) ]  
**Sent:** 1/14/2021 4:17:27 PM  
**To:** Gunasekara, Mandy [gunasekara.Mandy@epa.gov]  
**CC:** Connor, Cameron M. EOP/WHO [ (b) (6) ]; Tsaveras, Thomas J. EOP/WHO [ (b) (6) ]; Sefzik, Simon A. EOP/WHO [ (b) (6) ]  
**Subject:** RE: Cabinet Chair - Admin. Wheeler

Hi Mandy,

Simon and I are standing by, let us know if you will need complex access. We both are slated to depart tomorrow.

Best,  
 LJ

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**From:** Basica, LJ D. EOP/WHO < (b) (6) >  
**Sent:** Thursday, January 14, 2021 8:29 AM  
**To:** Gunasekara, Mandy <gunasekara.Mandy@epa.gov>  
**Cc:** Connor, Cameron M. EOP/WHO < (b) (6) >; Tsaveras, Thomas J. EOP/WHO < (b) (6) >; Sefzik, Simon A. EOP/WHO < (b) (6) >  
**Subject:** Re: Cabinet Chair - Admin. Wheeler

Hi Mandy,

My cell is below. I'm doing USDA's pick up right now but will be free in 10-15.

**Ljubica Basica**

Associate Director of Finance  
 White House Management Office  
 D: (b) (6) | C: (b) (6)

On Jan 14, 2021, at 8:23 AM, Gunasekara, Mandy <gunasekara.Mandy@epa.gov> wrote:

Hey LJ,

What's a good number to call this morning regarding logistics?

Thank you,  
 Mandy

Sent from my iPhone

On Jan 13, 2021, at 4:09 PM, Basica, LJ D. EOP/WHO < (b) (6) > wrote:

Hi Mandy,

Checking in here, do you think you'll be able to process payment and pick up NLT Friday?

Best,  
LJ

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**From:** Basica, LJ D. EOP/WHO  
**Sent:** Monday, January 11, 2021 12:44 PM  
**To:** 'Gunasekara, Mandy' <gunasekara.Mandy@epa.gov>  
**Cc:** Connor, Cameron M. EOP/WHO <(b) (6)>; Tsaveras, Thomas J. EOP/WHO <(b) (6)>; Sefzik, Simon A. EOP/WHO <(b) (6)>  
**Subject:** RE: Cabinet Chair - Admin. Wheeler

Hi Mandy,

Just sent you the invoice. Below is the information for convenience:

Access Code: (b) (6)  
 Secret Question Answer: (b) (6)

Best,  
LJ

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**From:** Gunasekara, Mandy <gunasekara.Mandy@epa.gov>  
**Sent:** Sunday, January 10, 2021 7:01 PM  
**To:** Basica, LJ D. EOP/WHO <(b) (6) gov>  
**Cc:** Connor, Cameron M. EOP/WHO <(b) (6) gov>; Tsaveras, Thomas J. EOP/WHO <(b) (6) gov>; Sefzik, Simon A. EOP/WHO <(b) (6) gov>  
**Subject:** Re: Cabinet Chair - Admin. Wheeler

Yes- thank you for the follow up and yes, please send me the invoice.

Best,  
Mandy

Sent from my iPhone

On Jan 10, 2021, at 3:13 PM, Basica, LJ D. EOP/WHO <(b) (6)> wrote:

Hi Mandy –

Wanted to follow up here and see if you were ready for the invoice. I'm also adding in Thomas and Simon from our office who will be able to coordinate an onsite pick up.

Best,  
LJ

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**From:** Basica, LJ D. EOP/WHO  
**Sent:** Thursday, January 7, 2021 9:42 AM

**To:** 'Gunasekara, Mandy' <gunasekara.Mandy@epa.gov>; Connor, Cameron M. EOP/WHO <(b) (6)>  
**Subject:** RE: Cabinet Chair - Admin. Wheeler

Hi Mandy!

Apologies for my delay. (b) (5)  
(b) (6) and then we can also do pick-up on campus! Let me know if you're the best person to send this to.

Best,  
LJ

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**From:** Gunasekara, Mandy <gunasekara.Mandy@epa.gov>  
**Sent:** Wednesday, January 6, 2021 3:35 PM  
**To:** Connor, Cameron M. EOP/WHO <(b) (6)>  
**Cc:** Basica, LJ D. EOP/WHO <(b) (6)>  
**Subject:** Re: Cabinet Chair - Admin. Wheeler

Cami- thank you for the connection.

LJ- nice to meet you and thank you in advance for your help. Can you let me know the process?

Is it as simple as writing a check and then organizing the pick-up? Feel free to give me a ring if easier to discuss: (b) (6).

Best,  
Mandy

Sent from my iPhone

On Jan 6, 2021, at 3:25 PM, Connor, Cameron M. EOP/WHO <(b) (6)> wrote:

Mandy—connecting you by way of email with LJ Basica on our WH Management team. She will be able to assist you with purchasing Administrator Wheeler's Cabinet chair.

LJ—let me know if you need anything else from me.

Thanks, all!

Best,  
Cami

**Cameron Connor**  
Office of Cabinet Affairs  
The White House

M: (b) (6)